



# SAN DIEGO CONVENTION CENTER

## BOOTH CATERING GUIDE · 2010



## GENERAL INFORMATION

### POLICIES

- All food and beverage items in the Exhibit Halls must be purchased through the Food and Beverage Department. THIS INCLUDES BOTTLED WATER.
- Exhibitor Booth Catering DOES NOT supply tables or electrical for your booth. You MUST order through your service contractor.
- All food and beverage orders require full payment in advance. We accept American Express, MasterCard, VISA or Company Check. Please make checks payable to Centerplate.
- Initial order, as well as additional services ordered on site, will be billed to the customer's credit card.
- All prices are subject to a (++) charge, which represents a 19% service charge and California State Sales Tax (8.75%).
- Disposable service ware is used on all food and beverage functions on the Exhibit floor.
- A \$25.00++ "Trip Charge" will apply for each food and beverage delivery.
- Centerplate requires that a SDCCC Bartender dispense all alcoholic beverages.
- In order to best serve your catering needs, we require (72) business hours, (3 business days), advance notice for ordering or an additional 20% service charge will apply.
- Menu items and prices are subject to change without notice.

### CANCELLATION POLICY

- Full charges will be applied to cancellation of any menu items received within (72) hours, (3 business days), prior to delivery.

### STAFFING

<b>BOOTH ATTENDANT*</b>	<b>\$25.00 PER HOUR</b>
<b>BARTENDER*</b>	<b>\$25.00 PER HOUR</b>
<b>CHEF*</b>	<b>\$50.00 PER HOUR</b>
<b>DELIVERY FEE</b>	<b>\$25.00 PER TRIP</b>

*\*Minimum of (4) Hours*

**PLEASE BE ADVISED THAT ALL FOOD AND BEVERAGE ITEMS IN THE EXHIBIT HALLS MUST BE PURCHASED THROUGH THE BOOTH CATERING DEPARTMENT – THIS INCLUDES BOTTLED WATER.**

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## BEVERAGES

### FRESHLY BREWED COFFEE

<b>FRESHLY BREWED COFFEE* (gallon)</b>	<b>\$46.00</b>
Freshly Brewed Coffee, Decaffeinated Coffee and Hot Teas (Black and Herbal)	
<b>FRESHLY BREWED STARBUCKS COFFEE* (gallon)</b>	<b>\$65.00</b>
Freshly Brewed Starbucks Coffee, Decaffeinated Starbucks Coffee and Hot Teas (Tazo)	

*\*Includes Cups, Creamers, Sugar, Artificial Sweeteners, Stirrers and Napkins  
\*Price per Gallon, 3-gallon minimum required. Each gallon serves approximately (20) 8 oz. cups.*

### BEVERAGE SERVICE

<b>ASSORTED CANNED SODAS*</b>	<b>\$72.00</b>
<b>ARROWHEAD BOTTLED SPRING WATER**</b>	<b>\$104.00</b>
<b>BOTTLED MINERAL WATER*</b>	<b>\$90.00</b>
<b>ASSORTED BOTTLED FRUIT JUICES*</b>	<b>\$84.00</b>
<b>ASSORTED GATORADE* (20 oz.)</b>	<b>\$113.00</b>
<b>ASSORTED SNAPPLE* (20 oz.)</b>	<b>\$118.00</b>
<b>BOTTLED ICED TEA*</b>	<b>\$118.00</b>
<b>RED BULL* (8 oz.)</b>	<b>\$124.00</b>
<b>ICED TEA***</b>	<b>\$38.00</b>
<b>LEMONADE***</b>	<b>\$32.00</b>
<b>ASSORTED JUICES***</b>	<b>\$38.00</b>
Orange, Cranberry, Grapefruit, Tomato or Apple	

*\* (24) Beverages per case, (1) Case Minimum Required  
\*\* (32) Eco-Friendly Bottles per case, (1) Case Minimum Required; Designed with 30% Less Plastic.  
\*\*\* Price per gallon, (3) Gallon Minimum Required*

### WATER SERVICE

<b>WATER DISPENSER</b>	<b>\$50.00</b>
Rental price per day. Rental Begins on first day of delivery, not first day of usage. Client must have a space that has (1) regular wall socket available for electrical power. Requires 100 volt, 15 amp electrical service.	
<b>(3) GALLON JUG OF WATER</b>	<b>\$30.00</b>
<b>ICE (Price per 40 Pounds)</b>	<b>\$25.00</b>

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## BREAKFAST · BAKERY · PANTRY

### **BREAKFAST** • 10 person minimum required

#### **CONTINENTAL BREAKFAST** **\$15.25**

Assorted Fruit Juices, Fresh Baked Breakfast Pastries, Muffins and Bagels  
Served with Butter, Preserves and Cream Cheese  
Freshly Brewed Coffee, Decaffeinated Coffee and Hot Tea

#### **CONTINENTAL BREAKFAST ENHANCEMENT** **\$5.75**

English Muffin Breakfast Sandwich with Scrambled Eggs, Pork Sausage and Cheddar Cheese

### **FROM THE BAKERY** • Price per dozen; (3) dozen minimum required

#### **ASSORTED DANISH** **\$42.00**

#### **ASSORTED MUFFINS** **\$34.00**

#### **ASSORTED CROISSANTS** **\$42.00**

#### **ASSORTED DONUTS** **\$36.00**

#### **ASSORTED BISCOTTI** **\$38.00**

#### **ASSORTED SCONES** **\$36.00**

#### **ASSORTED BAGELS WITH CREAM CHEESE** **\$42.00**

#### **FRESHLY BAKED COOKIES** **\$31.00**

#### **FRESHLY BAKED BROWNIES** **\$34.00**

#### **RICE KRISPY TREATS** **\$34.00**

#### **CHOCOLATE DIPPED CRANBERRY MACAROONS** **\$38.00**

#### **CHOCOLATE DIPPED STRAWBERRIES** **\$38.00**

### **SHEET CAKES** • Choice of Fruit or Cream Filling - includes disposable cake knife, plates, forks and napkins

#### **FULL SHEET CAKE\* (80 SLICES)** **\$250.00**

#### **HALF SHEET CAKE\* (40 SLICES)** **\$125.00**

*\*Custom Artwork available starting at \$200.00++; pricing may vary depending on intricacy of logo/design.*

*Contact your Catering Sales Manager for more information.*

### **FROM THE PANTRY**

#### **DOMESTIC CHEESE DISPLAY WITH CRACKERS (Serves 20 guests)** **\$130.00**

#### **SEASONAL VEGETABLE CRUDITE WITH DIP (Serves 20 guests)** **\$115.00**

#### **SLICED FRESH FRUIT (Serves 20 guests)** **\$100.00**

#### **WHOLE FRESH FRUIT (Serves 20 guests)** **\$50.00**

#### **POTATO CHIPS AND DIP (Serves 20 guests)** **\$60.00**

#### **TORTILLA CHIPS WITH GUACAMOLE AND SALSA (Serves 20 guests)** **\$100.00**

#### **MIXED NUTS (2 pounds)** **\$44.00**

#### **TRADITIONAL SNACK MIX (2 pounds)** **\$30.00**

#### **MINTS (2 pounds)** **\$48.00**

#### **PRETZEL TWISTS (2 pounds)** **\$30.00**

#### **GRANOLA BARS (24 individual bars)** **\$72.00**

#### **ASSORTED INDIVIDUAL BAGS OF CHIPS** **\$2.50**

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## LUNCHEONS

### **BUFFET LUNCHEON** • Minimum of 10 guests / Maximum of 50 guests

#### **GOURMET DELI BUFFET**

**\$24.50**

Assorted Pre-made Sandwiches – Turkey, Roast Beef, Vegetarian and Submarine  
Mustard and Mayonnaise, Chef's Selection of Deli Salad, Assorted Bags of Individual Chips,  
Assorted Whole Fruit and Assorted Cookies

### **BOX LUNCHEONS** • 10 box lunch minimum required

#### **BOX LUNCH**

**\$19.50**

Choice of Turkey, Roast Beef or Vegetarian Sandwich  
Individual Bag of Chips, Freshly Baked Cookie and Canned Soda

#### **GOURMET WRAP BOX LUNCH**

**\$24.50**

Southwest Roast Beef Wrap with Grilled Peppers,  
Grilled Turkey with Pesto Wrap or Grilled Vegetable Wrap  
Gourmet Potato Chips, Pasta Salad, Gourmet Brownie, Canned Soda

#### **GOURMET SALAD BOX LUNCH**

**\$23.75**

Chinese Chicken Salad or Grilled Chicken Caesar Salad  
Gourmet Potato Chips, Gourmet Brownie, Canned Soda

### **LUNCHEON SANDWICHES** • Each platter serves 15-20 guests

#### **ITALIAN SUBMARINE SANDWICH**

**\$160.00**

Salami, Mortadella, Cappicola, Provolone Cheese, Lettuce and Tomato  
On a 3-Foot Loaf of Crusty French Bread  
Italian Dressing or Mustard and Mayonnaise

#### **ALL AMERICAN RING SANDWICH**

**\$160.00**

An assortment of Traditional American Meats and Cheeses to include  
Roast Beef, Ham, Turkey, Swiss and American Cheeses  
Lettuce, Tomato and your Choice of Mustard or Mayonnaise  
On a 3-Foot Ring Loaf of Bread

#### **PLATTER OF ASSORTED MINI-SANDWICHES**

**\$140.00**

Forty Mini-Sandwiches to include  
Turkey, Roast Beef, Ham and Chicken Salad

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## LUNCHEONS

### LUNCHEON SALADS • Each bowl serves 15-20 guests

#### **GARDEN SALAD**

**\$95.00**

Mixed Field Greens, Tomatoes, Carrot Curls and Cucumbers  
Choice of Ranch, Italian or Bleu Cheese Dressings  
Served with Hearth Baked Rolls and Butter

#### **CHICKEN CAESAR SALAD**

**\$125.00**

Crisp Romaine Lettuce, Sliced Breast of Chicken and Garlic Croutons  
Traditional Caesar Dressing  
Served with Crusty French Bread with Butter

#### **MEDITERRANEAN SALAD**

**\$145.00**

Mixed Field Greens, Slices of Grilled Marinated Breast of Chicken,  
Grilled and Marinated Vegetables, Feta Cheese, Vine Ripened Tomatoes and Kalamata Olives  
Lemon Herb Vinaigrette  
Served with Pita Bread

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## RECEPTION

### COLD HORS D'OEUVRES

<b>TRIPLE CREAM BRIE AND DATES</b>	<b>\$57.00</b>
<b>BOURSIN CHEESE MOUSSE</b> With Caramelized Onion in Phyllo	<b>\$57.00</b>
<b>SUN DRIED TOMATO AND BASIL CROSTINI</b>	<b>\$57.00</b>
<b>CURRIED CHICKEN TART</b> With Pine Nuts and Italian Parsley	<b>\$57.00</b>
<b>STUFFED GRAPE LEAVES</b> With Roasted Vegetables and Brown Rice	<b>\$48.00</b>
<b>SMOKED SALMON</b> With Red Onions and Capers on Pumpernickel	<b>\$48.00</b>
<b>ANTI PASTA SKEWER</b> With Artichoke, tomato, Kalamata and Mozzarella	<b>\$42.00</b>
<b>BAY SHRIMP AND ASPARAGUS CANAPE</b>	<b>\$42.00</b>

### HOT HORS D'OEUVRES

<b>HIBACHI BEEF SKEWER</b> With Green Onion and Teriyaki Glaze	<b>\$48.00</b>
<b>ASPARAGUS AND ASIAGO CHEESE ROULADE</b>	<b>\$45.00</b>
<b>MEDITERRANEAN CHICKEN KABOB</b> With Figs and Roasted Tomatoes	<b>\$66.00</b>
<b>SOUTHWEST SPRING ROLL</b> With Black Beans	<b>\$42.00</b>
<b>COCONUT CRUSTED SHRIMP</b> With Pineapple Chile Chutney	<b>\$48.00</b>
<b>SHARP CHEDDAR AND ASIAGO CHEESE STRAW</b>	<b>\$42.00</b>
<b>MARYLAND CRAB CAKE</b> With Classic Rémoulade	<b>\$54.00</b>
<b>ARTICHOKE AND PARMESAN FRITTER</b> With Smoked Tomato Aioli	<b>\$57.00</b>

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## STATIONS

### THEME STATIONS • 20 guest minimum required per order

#### **SOUTH OF THE BORDER STATION**

**\$12.00**

Mini Cheese and Roasted Vegetable Quesadillas and Chicken Empanadas

Crisp Tortilla Chips with Salsa and Guacamole

Client to Supply: 4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up

#### **HOUSE-MADE HUMMUS AND IMPORTED OLIVE STATION**

**\$8.00**

Toasted Pita Bread Chips

Spicy Tunisian Olive Blend and Assorted Five Type Blend Olives

Client to Supply: 4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up

### DESSERT STATIONS • 20 guest minimum required per order

#### **CHEESECAKE BITES STATION**

**\$13.25**

New York Cheesecake Squares

Banana Rum, Vanilla Bean and Scented Strawberry Compotes

Chocolate Fondue, Raspberry and Coffee Caramel Sauces

Toasted Almonds, Coconut and Whipped Cream

Client to Supply: 4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up

#### **PETIT PATISSERIE STATION**

**\$12.00**

A gourmet selection of Miniature French Pastries, Petit Fours,

Mini Tartlets, Chocolate Truffles and Chocolate Dipped Strawberries

Client to Supply: 4x6 workspace · Minimum of (1) – (6) ft table · Trash Removal · Clean Up

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## STATIONS

**ACTION STATIONS** · Minimum guarantee of \$650.00 per day will apply, plus a one-time set-up fee of \$100.00++

### ICE CREAM CART

**\$650.00**

(1) Ice Cream Cart

**Standard Cart to include:** (113) Assorted Ice Cream Novelties  
(Häagen-Dazs Bars, Dove Bars and Assorted Ice Cream Novelties)

*Additional Ice Cream Novelties @ \$5.75++ each*

Should you desire an experienced Booth Attendant to distribute the product,  
a \$25.00++ per hour/four hour minimum labor fee will apply.

Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up

### SMOOTHIE BAR

**\$650.00**

Smoothie Machine with choice of (2) Flavors – Strawberry, Wild Berry or Mango

Includes (150) 7oz. Fruit Smoothies

*Additional Smoothies @ \$4.25++ each*

A Booth Attendant is required to distribute the product.

A (2)-hour set-up time is required on the Show Floor.

A \$25.00++ per hour/(4) hour minimum labor fee will apply.

Client to Supply: 110 volt single phase (6.5) amp · 4x4 work space · Trash Removal · Clean Up

### POPCORN CART

**\$650.00**

(1) Popcorn Machine includes popcorn and (325) Popcorn Bags and Napkins

*Additional Bags of Popcorn @ \$2.00++ each*

A Booth Attendant is required to pop the corn and distribute the product to your guests.

A \$25.00++ per hour/(4) hour minimum labor fee will apply.

Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up

### FRESH BAKED GOURMET CHOCOLATE CHIP COOKIE STATION

**\$650.00**

Featuring Otis Spunkmeyer Premium Gourmet Chocolate Chip Cookies

To Include: (245) Chocolate Chip Cookies\*, Oven, Napkins and Appropriate Supplies

*Additional Cookies @ \$2.65++ each*

A Booth Attendant is required to bake and distribute the product to your guests.

A \$25.00++ per hour/(4) hour minimum labor fee will apply.

\*A portion of the cookies will be pre-baked and delivered to your booth on trays.

Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up

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**ACTION STATIONS** · Minimum guarantee of \$650.00 per day will apply, plus a one-time set-up fee of \$100.00++

### GOURMET SOFT PRETZEL STATION

**\$650.00**

To Include: (145) Freshly Baked Gourmet Soft Pretzels served with your choice of Nacho Cheese or Traditional Yellow Mustard Heated Pretzel display Case, Napkins and Appropriate Supplies

*Additional Pretzels @ \$4.50++ each*

A Booth Attendant is required. A \$25.00++ per hour/(4) hour minimum labor fee will apply.

*Client to Supply: 110 volt single phase (15) amp · 4x4 work space · Trash Removal · Clean Up*

### CAPPUCCINO BAR

**\$800.00**

To Include: Coffee Beans and Grinder, Cups, Napkins, Stirrers, Sugar and Creamer (200) Cups of Cappuccino and Espresso included.

(1) Experienced Booth Attendant, for a maximum of (4) hours

Cappuccino Machine set-up

(Machine is attached to a stainless steel cart to accommodate water supply and storage.)

*Additional Cups of Cappuccino and Espresso @ \$4.00++ each*

Minimum guarantee of \$800.00 per day will apply, plus a one-time set-up fee of \$100.00++.

Should you desire service for a longer period of time; a \$25.00++ per hour labor fee will apply.

*Client to Supply: (30) amp (3) Phase (5) Wire power · (110) volt single phase (15) amp*

*4x4 work space and storage area · Trash Removal · Clean Up*

### STARBUCKS CAPPUCCINO BAR

**\$1425.00**

To Include: Starbucks Coffee Beans and Grinder, Cups, Napkins, Stirrers, Sugar and Creamer (300) 12 oz. Cups of Cappuccino and Espresso Included

(1) Experienced Starbucks Barista for a maximum of (4) hours

Cappuccino Machine set-up

(Machine is attached to a stainless steel cart to accommodate water supply and storage.)

*Additional Cups of Cappuccino and Espresso @ \$4.75++ each*

Minimum guarantee of \$1425.00 per day will apply, plus a one-time set-up fee of \$100.00++.

Should you desire service for a longer period of time; a \$25.00++ per hour labor fee will apply.

*Client to Supply: (30) amp (3) Phase (5) Wire power · (110) volt single phase (15) amp*

*4x4 work space and storage area · Trash Removal · Clean Up*

### STARBUCKS SHAKEN TEA STATION

**\$750.00**

To Include: (200) 12 oz. Cups of Tazo Iced Black Tea or Tazo Iced Passion Tea, handcrafted using a martini style shaker, Starbucks Logo Cups, Napkins and Appropriate Supplies

*Additional Cups of Tea @ \$3.75++ each*

Minimum guarantee of \$750.00 per day will apply, plus a one-time set-up fee of \$100.00++.

(2) Booth Attendants Required. \*An additional Booth Runner may be required depending on volume.

A \$25.00++ per hour/(4) hour minimum labor fee will apply for each attendant.

*Client to Supply: 4x4 work space and storage area · Trash Removal · Clean Up*

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**BOOTH CATERING INFORMATION**

All alcohol sales and consumption in the San Diego Convention Center are regulated by the California Alcoholic Beverage Control and Centerplate is responsible for the administration of these regulations. No alcoholic beverages are allowed to be served by anyone other than San Diego Convention Center Food and Beverage Department Bartenders. Centerplate prohibits exhibitors and event participants from removing alcohol from the San Diego Convention Center.

<b>DELUXE HOUSE WINE (bottle)</b> Chardonnay, Cabernet Sauvignon and Merlot	<b>\$24.00</b>
<b>PREMIUM HOUSE WINE (bottle)</b> Chardonnay, Cabernet Sauvignon and Merlot	<b>\$28.00</b>
<b>DOMESTIC BEER (case)</b> Budweiser Select, Bud Light, or O'Douls Amber (non-alcoholic)	<b>\$108.00</b>
<b>IMPORTED BEER (case)</b> Heineken, Karl Strauss or Corona	<b>\$126.00</b>
<b>DRAFT BEER · DOMESTIC (keg)</b>	<b>\$450.00</b>
<b>DRAFT BEER · IMPORTED (keg)</b>	<b>\$625.00</b>
<b>DRAFT BEER · MICRO BREW (keg)</b>	<b>\$625.00</b>
<b>DOMAINE STE. MICHELLE BRUT (bottle)</b>	<b>\$36.00</b>
<b>KORBEL BRUT (bottle)</b>	<b>\$40.00</b>
<b>MARTINELLI'S SPARKLING APPLE CIDER (bottle)</b>	<b>\$20.00</b>

*A Bartender is required to distribute all alcoholic beverages.  
A \$25.00++ per hour/(4) hour minimum labor fee will apply, plus a one time set up fee of \$100.00++.*

Client to Supply: 4x4 work space · Trash Removal · Clean Up

\*Special order wines, beers and champagnes are sold by the case only and are not based on consumption.

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## SPECIALTY BARS

### **SOUTH OF THE BORDER MARGARITA BAR**

**\$770.00**

To Include: (135) 14 oz. Margaritas on the Rocks

*Additional Margaritas @ \$5.75++ each*

Minimum guarantee of \$770.00 per day will apply, plus a one-time set-up fee of \$100.00++.

A Bartender is required to mix and distribute the beverages.

A \$25.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

*Client to Supply: 8x8 work space · Trash Removal · Clean Up*

### **MARTINI BAR**

**\$770.00**

To Include: (114) 6 oz. Martinis

Choice of Traditional, Cosmopolitan, Blue Hawaiian or Appletini

*Additional Martinis @ \$6.75++ each*

Minimum guarantee of \$770.00 per day will apply, plus a one-time set-up fee of \$100.00++.

A Bartender is required to mix and distribute the beverages.

A \$25.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

*Client to Supply: 8x8 work space · Trash Removal · Clean Up*

### **SIGNATURE CRANBERRY MOJITO BAR**

**\$775.00**

To Include: (100) 6 oz. Mojitos

*Additional Mojitos @ \$7.75++ each*

Minimum guarantee of \$775.00 per day will apply, plus a one-time set-up fee of \$100.00++.

A Bartender is required to mix and distribute the beverages.

A \$25.00++ per hour/(4) hour minimum labor fee will apply for each bartender.

*Client to Supply: 8x8 work space · Trash Removal · Clean Up*

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# BOOTH CATERING · ORDER FORM



Centerplate holds the exclusive rights to all food and beverage within the San Diego Convention Center. This exclusive agreement prohibits exhibitors or other event participants from bring food or beverage into the San Diego Convention Center without the written approval of Centerplate - this includes bottled water. **Centerplate requires that a SDCC bartender dispense all alcoholic beverages.**

**INSTRUCTION NOTE:** Fill in and submit both the order form and the credit card authorization form completely to process your order.

Company Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Booth #: \_\_\_\_\_ Event : \_\_\_\_\_

Representative: \_\_\_\_\_ Title: \_\_\_\_\_

On-Site Contact: \_\_\_\_\_ On-Site Cell #: \_\_\_\_\_

## MENU ITEMS · SUPPLIES · EQUIPMENT

DELIVERY DATE	DELIVERY TIME	QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

## DELIVERY FEE · BARTENDER · BOOTH STAFF · KITCHEN LABOR

START TIME	END TIME	QTY	DESCRIPTION	UNIT RATE	TOTAL PRICE
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**COMMENTS:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

	<b>SUBTOTAL</b>	
	<b>19% SERVICE CHARGE</b>	
	<b>SUBTOTAL WITH SERVICE CHARGE</b>	
	<b>8.75% CA STATE TAX</b>	
	<b>TOTAL ESTIMATED CHARGES</b>	

**ORDERS MUST BE RECEIVED NO LATER THAN (14) DAYS PRIOR TO EVENT.**

# **BOOTH CATERING • CREDIT CARD AUTHORIZATION**



Event Name \_\_\_\_\_ Event Date \_\_\_\_\_

Exhibitor Name \_\_\_\_\_ Booth # \_\_\_\_\_

On-Site Contact \_\_\_\_\_ On-Site Cell # \_\_\_\_\_

**ONE OPTION BELOW MUST BE SELECTED.**

Company Check used for total charges on initial catering contract. Credit Card to be used for additional items ordered on site.

Credit Card to be used for all charges Pre-Ordered for the show and additional items Ordered On-Site.

Credit Card # \_\_\_\_\_ Credit Card Type \_\_\_\_\_

Card Holder's Name \_\_\_\_\_ Exp. Date \_\_\_\_\_

CID# \_\_\_\_\_  Check this box if billing address for this credit card is the same as Address listed on page (1).

***If the address is different, please fill in the information below for the credit card.***

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**BY SIGNING BELOW, CUSTOMER AGREES TO PAY TOTAL CHARGES AS SPECIFIED ON THE CATERING CONTRACT AS WELL AS ANY APPLICABLE CHARGES FOR ADDITIONAL ITEMS ORDERED ON-SITE.**

CENTERPLATE WILL USE THIS AUTHORIZATION FOR ANY ADDITIONAL CHARGES INCURRED AS A RESULT OF ON-SITE ORDERS PLACED BY YOUR REPRESENTATIVE(S).

**AUTHORIZED SIGNATURE:** \_\_\_\_\_ **DATE** \_\_\_\_\_

Once the above information has been completed, a Banquet Event Order (BEO) and Catering Contract will be processed.

**Pre-Payment is required.** Payment arrangements can be made either by company check or credit card.

Last page of this form is a fax cover page for your convenience.

**PLEASE RETURN ORDER TO:  
SAN DIEGO CONVENTION CENTER  
ATTN: FOOD AND BEVERAGE DEPARTMENT  
111 W. HARBOR DRIVE  
SAN DIEGO, CA 92101  
PHONE (619) 525-5800  
FAX (619) 525-5858**

**BOTH ORDER FORM AND CREDIT CARD AUTHORIZATION MUST BE COMPLETED AND RETURNED TOGETHER FOR YOUR ORDER TO BE PROCESSED.**

**ORDERS MUST BE RECEIVED NO LATER THAN (14) DAYS PRIOR TO EVENT.**

**FAX COVER PAGE**



TODAY'S DATE: \_\_\_\_\_

ATTENTION: **BOOTH CATERING DEPARTMENT · SAN DIEGO CONVENTION CENTER**

FAX NUMBER: **(619) 525-5858**

# OF PAGES FAXED: \_\_\_\_\_

FROM: (CONTACT NAME) \_\_\_\_\_

(COMPANY NAME) \_\_\_\_\_

(FAX NUMBER) \_\_\_\_\_ (EMAIL) \_\_\_\_\_

EVENT NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

EVENT START DATE: \_\_\_\_\_ CONTACT PHONE NUMBER: \_\_\_\_\_

**COMMENTS:**

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